



TO: Dr. Terrell Yarbrough, Superintendent
Harlem Board of Education
From: Dr. Shelley Wagner, Assistant Superintendent for Human Resources
Josh Aurand, Assistant Superintendent for Business and Operations
Date: April 11, 2024
Re: Extension of (11) Full-Time Substitutes

During the 2020-2021 school year, the Harlem School District Board of Education approved hiring twenty-six (26) full-time substitute teachers. Each substitute teacher was required to work every student attendance day, earning a salary of \$25,000 for the entire school year or \$30,000 if they did not need our insurance. The substitute teachers are often shared among various buildings, depending upon the teaching vacancy needs for the day. Needless to say, this greatly increased our teacher fill rate each day. The Board agreed to extend (21) sub positions through the 2024 school year.

As we see ESSER funding coming to an end, these sub costs that ESSER has been funding will now come back as a District expense. If the district didn't renew any of the (21) Full-Time subs the estimated District cost would be \$465,885. We are requesting to continue to employ eleven (11) full-time substitute teachers (one per building) next year, which will cost an additional \$214,115. These positions will be paid \$30,000 for the entire school year or \$35,000 if they do not need our insurance. In addition, these positions receive a total of three (3) sick days. This will be paid with District funds. All positions will be posted as terminal or year to year positions.

Total cost: ESSER Funding Expiration additional District Cost \$465,885
Extension of (11) Full-Time Substitutes Cost \$214,115
Total additional FY 25 District Sub Expense \$680,000